

FCHC COALITION EXECUTIVE COMMITTEE

Meeting Minutes

Date: January 7, 2008

Present: Barbara Brookmyer
Pat Hanberry
Leigh Joos
David Liddle
Maria Shuck
Helen Monk
Tom Werner
Jim Williams

Minutes

Motion to approve December 17 minutes as written made by P. Hanberry, seconded by D. Liddle and approved unanimously.

Committee Reports

Pharmacy Committee – Today is the first day that a FCAA Medbank representative will be available on-site at FMH to implement the new Medbank Pilot Program to address the time gap problem with prescribed medicines.

Availability Committee – Next meeting on 16th.

Affordability Committee– Will plan activities around Cover the Uninsured Week.

Old Business

Grant Update - J. Williams, D. Liddle, and L. Joos met with the Community Foundation. Program Coordinator position was advertised last week in the Frederick News Post as a contractual services position through the FCHD. The ad was distributed during the meeting. Applications due January 15. The proposal is for the Community Foundation to serve as the fiscal agent and to pay the contracted program coordinator after submission of invoices once an account is opened. Once the Frederick County Health Care Coalition Fund is opened, the Community Foundation will issue a press release. The annual fee is 1% of the total endowment or \$200. The grant funds can be used to satisfy that requirement. **Motion: D. Liddle made motion and P. Hanberry seconded** for the Executive Committee to enter into a contract with the Community Foundation Frederick County for the Community Foundation to serve as a fiscal agent for the Coalition. Approved unanimously.

Motion: P. Hanberry made motion and T. Werner seconded to establish an ad-hoc Search Committee for the contractual services position and to establish an ad-hoc Review Committee to include Dr. Jackie Douge (FCHD project officer for Kaiser grant), H. Monk, and D. Liddle approved unanimously. Discussion of physical location for office of person included considerations of co-location with other agencies with experience in this area and has physical space, Federated Charities \$300/month office space currently

available, accessibility to potential applicants, availability of phone and computer, home office for early position development.

Motion: B. Brookmyer made motion and D. Liddle seconded to allow Executive Committee to purchase necessary equipment, enter into rental agreement if such space deemed necessary—and appropriate by program coordinator and approved by J. Williams, approved unanimously.

Discussion of to whom and how the program coordinator would report to the Executive Committee. **Motion: Made by T. Werner, seconded by M. Shuck** to establish an Oversight Committee to include Dr. Jackie Douge (FCHD Kaiser project officer responsible for Kaiser grant implementation and integration with Coalition Community Foundation grant), D. Liddle and H. Monk approved unanimously.

New Business

New Local Resource? - December 29, Frederick News Post article about a new community resource, Services B4 the Service Advocacy Group established by Lisa Lucas to assist people in identifying needed health resources, assist persons to fill out applications, explain benefits and mediate on behalf of patients. Leigh Joos to follow-up with Ms. Lucas.

Wellness Committee - Motion: Made by T. Werner and seconded by B. Brookmyer to establish a Standing Wellness Sub-Committee. T. Werner distributed a sheet explaining the summary and benefits. Discussion of need for such a committee, link to May 2007 Summit objectives established by the participants. **Amendment proposed by B. Brookmyer and seconded by H. Monk to establish an ad-hoc sub-committee to explore the concept of establishing a standing wellness/prevention sub-committee and present the pros and cons to the general membership of the Coalition to include a recommendation from the Executive Committee and call a vote from the general membership. Amendment not accepted. The original motion did not carry by a vote of 3 in favor, 4 opposed.**

School-based Wellness Center grant RFP posted by the Community Health Resources Commission - H. Monk queried whether the Executive Committee would be willing to commit to assist in raising funds to satisfy the 5% community matching funds requirement. The proposal submitted last year proposed to establish a center to be based at Hillcrest Elementary School to provide acute health care services and chronic care follow-up in coordination with medical homes. General consensus was that the Executive Committee is not in a position to commit to raise funds for another entity or purpose.

Next Meeting: January 21, 2008